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Human Resources Information Solution (HRIS) Internet Browser and Screen Resolution Requirements

ISSUE/QUESTION

What are the minimum internet browser and screen resolution requirements in order to use HRIS?

ANSWER

To use HRIS, you need Internet Explorer version 6.0 or higher as your web browser, and a computer screen resolution of 1024 by 768 pixels.

To check which version of Internet Explorer your computer is using, go to any open Internet window. On the tool bar at the top of the window, click on the Help menu, and then click on About Internet Explorer. This will open a window and the first line will tell you which version you are currently running on your computer. Click the OK button to close this window.

If you are currently using an older version of Internet Explorer, or Netscape, or another browser, ask your coworkers or your agency's Information Technology Group how to install or upgrade to Internet Explorer 6.0 on your computer.

To check the existing resolution of your computer screen, click on the Start button in the lower left-hand corner of your computer screen. Select the Settings option from this menu, and then Control Panel. Next, double click the Display icon in the control panel, and the Display Properties window will open. Select the "Settings" tab at the top of the window. Your current resolution setting is listed in the "Screen area" section. If you need to change the screen resolution, you can do so by clicking and dragging the pointer on the "Screen area" control. Drag the pointer to at least the 1024 by 768 pixels resolution setting, and then click the Apply button in the bottom right-hand corner of the window for the setting to take effect. A new warning window will open, and ask if you want to apply the new desktop settings; click the Yes box. The screen will go blank for a few seconds while the new settings are applied, and another warning box will open, stating that the desktop has been reconfigured, and asking if you want to keep these new settings. Click in the Yes box within 15 seconds, otherwise the monitor will return to the previous settings. Click the OK button once you are finished, and the window will close. Finally, close the Control Panel window.

Upon completing this step, you may notice that the size of the icons, text, and other object on your computer screen may have changed.

AUTHORITY

Arizona Department of Administration – HRIS System Requirements

ISSUED

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